

**CITY OF EULESS  
PLANNING AND ZONING COMMISSION  
JULY 17, 2018  
MINUTES**

A regular meeting of the Planning and Zoning Commission was called to order by Chairman Richard McNeese at 5:30 p.m. on July 17, 2018 in the Pre-Council Conference Room of City Hall, 201 North Ector Drive. Those present included Chairman Richard McNeese, Vice Chairman LuAnn Portugal, and Commission Members: Curtis Brown, Ronald Dunckel, Steve Ellis, and Warren Wilson.

During the Pre-Session Meeting:

- Senior Planner Stephen Cook reviewed the regular agenda.

**PLANNING AND ZONING CONSIDERATION OF SCHEDULED ITEMS – PRE-COUNCIL CONFERENCE ROOM**

The Euless Planning and Zoning Commission continued their meeting in the Council Chambers at 6:30 p.m. for consideration of scheduled items.

**STAFF PRESENT:**

Stephen Cook, Senior Planner  
Hal Cranor, Director of Public Works and Engineering  
Tesla Harlan, Administrative Secretary  
Don Sheffield, Building Official  
Paul Smith, Fire Marshal

**VISITORS:**

Pat Carpenter  
Rich Carpenter  
Julian Castillo  
Harry Chapman  
Jaime Hernandez  
Diana Palanza  
Dominick Palanza  
Jack Piszor  
Judy Tribble

**INVOCATION**

Chairman McNeese

**THE PLEDGE OF ALLEGIANCE**

Commissioner Brown led the pledge of allegiance.

**ITEM 1. APPROVED PLANNING AND ZONING MINUTES**

Vice Chairman Portugal made a motion to approve the minutes for the regular meeting of June 19, 2018.

Commissioner Dunckel seconded the motion. The vote was as follows:

Ayes: Chairman McNeese, Vice Chairman Portugal and Commission Members: Brown, Dunckel, Ellis, and Wilson.

Nays: None

Abstention: None

Chairman McNeese declared the motion carried. (6-0-0)

**ITEM 2. HELD A PUBLIC HEARING FOR SPECIFIC USE PERMIT NO. 18-09-SUP AND RECOMMENDED AN ORDINANCE**

Chairman McNeese opened the public hearing at 6:36 p.m.

Senior Planner Stephen Cook gave a brief description of the case. This project was initially brought forward to the Planning and Zoning Commission on November 7, 2017 under case number 17-12-SUP. It was not brought forward for consideration by the City Council by request of the applicant in order for the applicant to assure that appropriate land transactions were going to be completed. Due to the intervening time between the last approval, it is appropriate to bring the case forward as a new Specific Use Permit case for the Planning and Zoning Commission to reconsider and forward a new recommendation to the City Council. The specific aspects of the site development has not changed. The site plan and elevations as originally presented are the same.

The applicant is requesting a Specific Use Permit for a new Place of Worship. The applicant proposes to construct a new 41,800 SF place of worship on property located between Lakeshore Drive, Ash Lane and N. Industrial Boulevard. Access points to the property will be from Lakeshore Drive and Ash Lane.

The property has significant topography from a high point along N. Industrial and falling away to street grade to the north and east. The church plans on orienting the building to the east and making a cut into the higher point of the property.

The church building will contain a worship area, offices, classrooms, and meeting spaces. The exterior façade will be constructed with a combination of stucco and stone, which meets the masonry standards of the City.

The Unified Development Code establishes a parking ratio of one (1) space per four (4) seats. The sanctuary will contain three hundred (300) seats. The property will contain one hundred forty (140) parking spaces, exceeding the minimum required number of seventy-five (75).

Trees will be preserved on the high point of the property. Comprised mainly of Post Oaks, the trees will provide a screening from N. Industrial and provide an attractive backdrop of the church when viewed from the east. The remainder of the property will be appropriately landscaped with additional new trees planted around the perimeter and throughout the parking areas. Foundation plantings are provided around the church facility.

External gathering spots and sidewalks will be provided on the west side of the church taking advantage of the view of the trees. A new sidewalk will be installed around the perimeter of the whole property.

The Development Services Group has reviewed and certified the application for a Specific Use Permit. Staff recommends approval with the following conditions:

- a. Tied to the business owner, Euless First United Methodist Church
- b. Tied to the business name: Euless First United Methodist Church and,
- c. The Specific Use permit may be revoked if one or more of the conditions imposed by this permit has not been met or has been violated.

Chairman McNeese asked if the applicant was present.

Mr. Cook stated that a representative, Jaime Hernandez, was in attendance.

Jaime Hernandez, of 531 W. Bethel Road in Coppell, stated that the church was excited to move to this location.

Chairman McNeese asked to hear from any proponents/opponents who wished to speak.

Seeing none, Chairman McNeese closed the public hearing at 6:41 p.m.

Vice Chairman Portugal stated that she was looking forward to the church moving, and is happy that they have found a home and community in Euless.

There were no further questions or comments presented by the Commission.

Commissioner Wilson made a motion to recommend approval of Case No. 18-09-SUP for a Specific Use Permit on 5.208 acres in the Lakewood Addition, Lots B and B1A to be replatted as United Methodist Disciples' Addition, Block A, Lot 1 for a Place of Worship use in Community Business District (C-2).

Commissioner Ellis seconded the motion. The vote was as follows:

Ayes: Chairman McNeese, Vice Chairman Portugal and Commission Members: Brown, Dunckel, Ellis, and Wilson.

Nays: None

Abstention: None

Chairman McNeese declared the motion carried. (6-0-0)

### **ITEM 3. RECOMMENDED APPROVAL OF SITE PLAN NO. 17-17-SP**

Senior Planner Stephen Cook gave a brief description of the case. The developer intends to construct an industrial building intended for distribution warehouse and office uses. The building is 24,120 square feet.

The undeveloped parcel will have access from Westpark Way. A fire access/solid waste service drive will be located surrounding the building. Parking will be provided on the north and south sides of the building. Thirty-four (34) parking spaces will be provided on the site.

In order to handle the amount of stormwater runoff generated by the development of the site, the project will have a detention area, which will only hold water during storm events. This area is located south of the building. Landscaping and trees will be placed in the front of the building within the streetyard as required by the ordinance.

The building will have a masonry facade that meets the standards of the ordinance. The roll up doors to the north and south of the building and do not face the public right-of-way.

The Development Services Group has reviewed the site plan and has found that it is in substantial accordance with the City of Euless standards.

There were no further questions or comments presented by the Commission.

Commissioner Dunckel made a motion to recommend approval of Case No. 17-17-SP for a Site Plan for Commercial development proposed to be located on 1.56 acres on a Portion of International/Regional Industrial Complex Block E, Lot 2 within the 1400 block of Westpark Way.

Vice Chairman Portugal seconded the motion. The vote was as follows:

Ayes: Chairman McNeese, Vice Chairman Portugal and Commission Members: Brown, Dunckel, Ellis, and Wilson.

Nays: None

Abstention: None

Chairman McNeese declared the motion carried. (6-0-0)

**ITEM 4. RECOMMEND APPROVAL OF SITE PLAN NO. 18-06-SP**

Senior Planner Stephen Cook gave a brief description of the case. Embrey Development is proposing an urban loft project containing six (6) buildings with two hundred eighty-five (285) units. Located at the northwest corner of Park Drive and W. Euless Boulevard, the project is bounded by W. Euless Blvd. on the south, Park Drive on the east, and Estelle Avenue on the north. Primary access will be provided from a new entrance off of W. Euless Boulevard. The buildings are street loaded, with parking placed internal to the site. Similarly to other urban loft projects in Euless, there is pedestrian access to the streets from the buildings.

The PD zoning district for Founders Parc established this area for an urban loft project. The parking requirement is a ratio of 1.6 parking spaces per unit. With a combination of leased parking garages, tandem parking in front of the garages, on-street spaces, and surface parking spaces, there will be four hundred sixty five (465) spaces available for the site. The number of parking spaces exceeds the minimum amount required.

The topography of the site created some challenges that the applicant successfully overcame to provide efficient circulation throughout the development, as well as appropriately designed fire lanes with adequate turning radii. A 22,000 square foot tract at the extreme hard corner of Park Drive and W. Euless Boulevard was a separate parcel from the rest of Founders Parc. This was purchased recently and incorporated into the project.

Significant foundation plantings will be incorporated throughout the site, including the entry way buildings, the leasing building, and the building frontages facing the public right-of-way. Street trees will be installed along the frontages of W. Euless Boulevard and along Estelle Ave on the north. Except the west side, sidewalk connections surround the building. In lieu of a sidewalk on the west side, a pedestrian connection to Del Paso to the west is under development with the master developer of Founders Parc. The connection will include a pedestrian bridge over the water channel.

The structures are three and four story urban lofts with internal hallways and stairwells. The difference in the number of stories of the buildings is to accommodate the difference in the topography of the site and maintain even rooflines through the site. Embellishments along the roofline caps help bring the buildings to a human scale. Balconies will be featured throughout the project. The external facades are fully masonry and have a strong earth tone to them.

The Development Services Group has reviewed the site plan and has found that it is in substantial accordance with the City of Euless standards.

Vice Chairman Portugal asked if there would be a security gate, and how the area would be separated from the rest of Founders Parc.

Mr. Cook stated that there is no fence around the complex separating it from the rest of Founders Parc. There is secure access to the buildings for the residents. There are fences connecting the buildings and a fence around the pool, made of tubular steel and brick columns. The intent is for the residents to be able to step out of their building and right onto the sidewalk for access to Founders Parc.

Commissioner Dunckel asked for clarification on the elevation that indicates access to the units.

Mr. Cook stated that from the front of the buildings, there are secure access points for residents to enter a common passageway to enter the structure, and they would then use a hallway to the interior of the building to access individual units.

There were no further questions or comments presented by the Commission.

Commissioner Brown made a motion to recommend approval of Case No. 18-06-SP for a Site Plan for Urban Loft Development proposed to be located on 8.078 acres on Euless Founders Parc Addition, Block Q, Lot 1 and A. J. Huitt Survey, Abstract No. 684, Tracts 4A5 and 4A5A to be replatted as Euless Founders Parc Addition, Block Q, Lot 1R located at the northwest intersection of Park Drive and W. Euless Boulevard.

Commissioner Wilson seconded the motion. The vote was as follows:

Ayes: Chairman McNeese, Vice Chairman Portugal and Commission Members: Brown, Dunckel, Ellis, and Wilson.

Nays: None

Abstention: None

Chairman McNeese declared the motion carried. (6-0-0)

## **ITEM 5. RECOMMENDED APPROVAL OF SITE PLAN NO. 18-07-SP**

Senior Planner Stephen Cook gave a brief description of the case. Located at the northwest corner of N. Main Street and the westbound frontage road of W. Airport Freeway (SH 183), this site was previously developed as a Starbucks restaurant. Due to site condition changes created by the widening of W. Airport Freeway, the developer is proposing a redesign of the entire site to accommodate a smaller Starbucks location.

The acquisition of right-of-way for the highway widening primarily from the southeast corner of the property has made the existing structure obsolete. Therefore, the developer intends to demolish the existing structure and redesign the site. A new nine hundred and

nine (909) square foot building will be constructed slightly north of the current building's location. The new structure will be a drive-through only facility. Upwards of eighty (80%) percent of all business to Starbucks is from drive-through service. The interior space will be only accessible to employees. No counter service will be provided.

This arrangement allows a greater drive through queue for the new building. There is a total of eighty-two (82') feet of drive through space from the menu board to the pass through drive aisle and an additional eighty (80') feet from the menu board to the service window. This length will accommodate up to nine (9) vehicles in the full queue.

Access will be made from a right-turn only from southbound traffic from N. Main Street. A median will prevent left-turn northbound traffic onto the site. Access is also made from the westbound frontage road. Internal circulation will allow vehicles to circle the building outside of the drive through queue. Parking has been set at ten (10) spaces to meet the standard 1:100 SF parking requirement for restaurants.

As with other developments affected by the right-of-way acquisition of W. Airport Freeway, landscaping has been a design challenge within the streetyard between the buildings and the property lines. In addition to new trees to be introduced to this site along the north property line, there will be shrubs introduced to the new circulation curblane along the frontage of the building. While technically in the right-of-way, the City of Euless Unified Development Code specifically encourages landscaping in the right-of way to soften the visual nature of the site.

The building will be oriented for the most visible aspect of the building is the drive through window facing the corner of the site. The building has a high contrast color in earth tones of off-white and browns. The materials will be of a three-part true stucco to meet the masonry standards.

The Development Services Group has reviewed the site plan and has found that it is in substantial accordance with the City of Euless standards.

Commissioner Ellis referenced the Chick-fil-A at SH 360 and Trinity Blvd., and noted that the location's drive-through was very well designed because the building is located on the corner of the property. He asked if moving the Starbucks to the corner of its property was a consideration in order to create better circulation and less traffic onto the two major roads that contain the access drives.

Mr. Cook stated that the building's location on the property is bound by several key aspects. The orientation of the building needs to correspond to the access created by the drive approaches, and allow for space to create a queue. Starbucks requires a solid waste container and a recycling container, and the City requires that those waste containers be located behind the front building line. As such, putting the building in the corner of the lot would not allow the waste containers to be behind the front building line.

There were no further questions or comments presented by the Commission.

Commissioner Wilson made a motion to recommend approval of Case No. 18-07-SP for a Site Plan for Commercial development proposed to be located on 0.416 acres on Fuller Addition, Lot 8, located at 211 N. Main Street.

Vice Chairman Portugal seconded the motion. The vote was as follows:

Ayes: Chairman McNeese, Vice Chairman Portugal and Commission Members: Brown, Dunckel, Ellis, and Wilson.

Nays: None

Abstention: None

Chairman McNeese declared the motion carried. (6-0-0)

#### **ITEM 6. APPROVED PRELIMINARY PLAT NO. 18-02-PP**

Senior Planner Stephen Cook gave a brief description of the case. The applicant proposes to preliminary plat 2.244 acres at the 900 block of E. Harwood Road, zoned Planned Development (PD), for commercial development.

The technical aspects of the subdivision, including setback distances and placement of easements, are in compliance with the City of Euless Unified Development Code.

The Development Services Group has reviewed the proposed Preliminary Plat and has certified that it meets the technical standards of the City of Euless. Staff recommends approval.

There were no further questions or comments presented by the Commission.

Vice Chairman Portugal made a motion to approve Case No. 18-02-PP for a Preliminary Plat of 2.244 acres on Adam Bradford Survey, Abstract No. 152, Tracts 1, 1A7C, and a portion of Tract 1B to be platted as Cadence Capital Addition, Block A, Lots 4 and 5, located within the 900 block of E. Harwood Road.

Vice Chairman Portugal seconded the motion. The vote was as follows:

Ayes: Chairman McNeese, Vice Chairman Portugal and Commission Members: Brown, Dunckel, Ellis, and Wilson.

Nays: None

Abstention: None

Chairman McNeese declared the motion carried. (6-0-0)



**ITEM 7.      ADJOURN**

There being no further business, the meeting was adjourned at 7:05 p.m

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Chairman Richard McNeese      Date